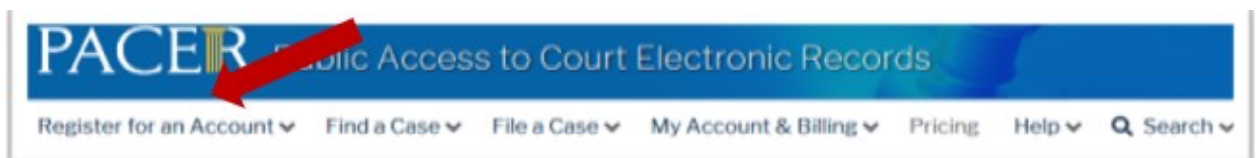


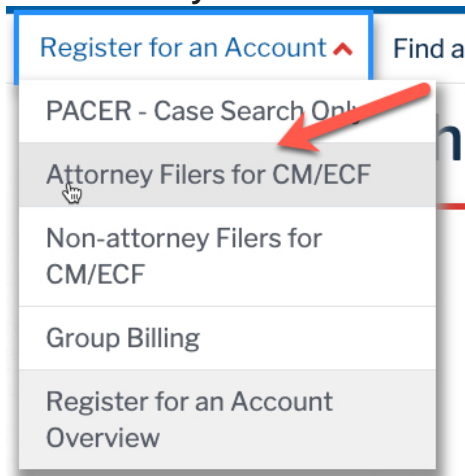
In order to use NextGen, attorneys with individual CM/ECF accounts must have individual PACER accounts. Shared PACER accounts cannot be used by CM/ECF filers once the court has upgraded to NextGen. If you do not have your own PACER account, follow the steps below to register for an account.

## New attorneys after March 21, 2022, need only a PACER Account, and not a separate CM/ECF filing account

1. Go to [www.pacer.gov](http://www.pacer.gov).
2. Select **Register for an Account**.



3. Select **Attorney Filers for CM/ECF**



4. Click on **Register for PACER account**.

## Attorney Filers for CM/ECF

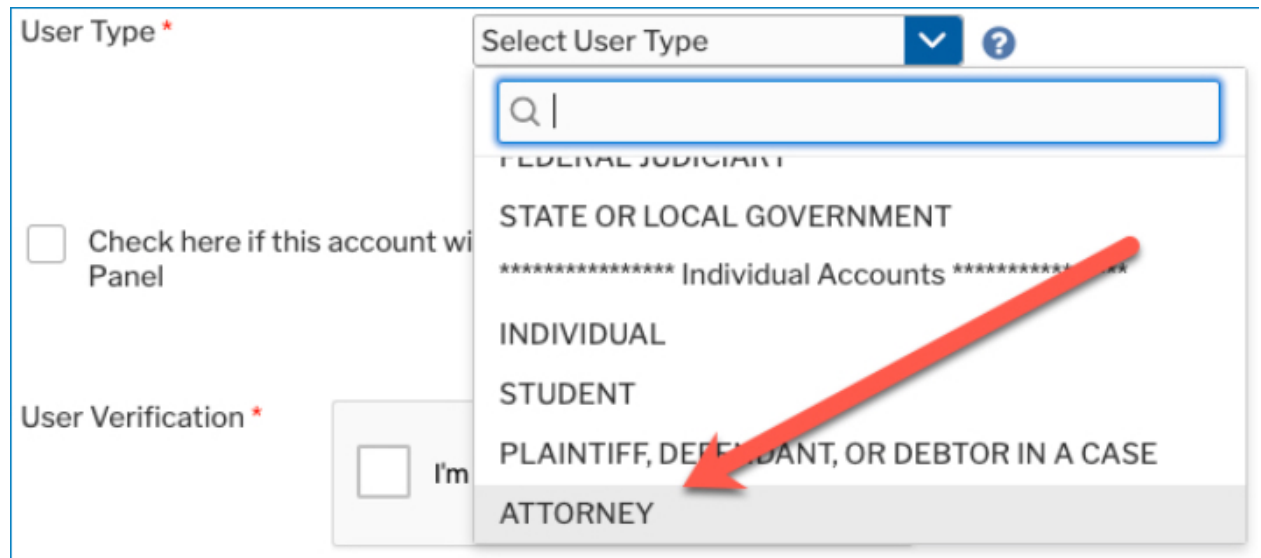
Attorneys filing federal court records electronically or being admitted to practice at a court must first register for a PACER account. This will give attorneys access to view case information and documents. Courts are using one of two versions of CM/ECF – NextGen or CurrentGen.

- NextGen CM/ECF: Register through this site for a PACER account if the court you want to file in uses NextGen CM/ECF. First time users will be prompted to register for a PACER account and then select to apply for attorney admissions or electronic filing registration available for the selected court.
- CurrentGen CM/ECF: First you need to register for a PACER account. Then, register directly with each district and/or bankruptcy court who uses CurrentGen CM/ECF.

[Register for a PACER account](#)

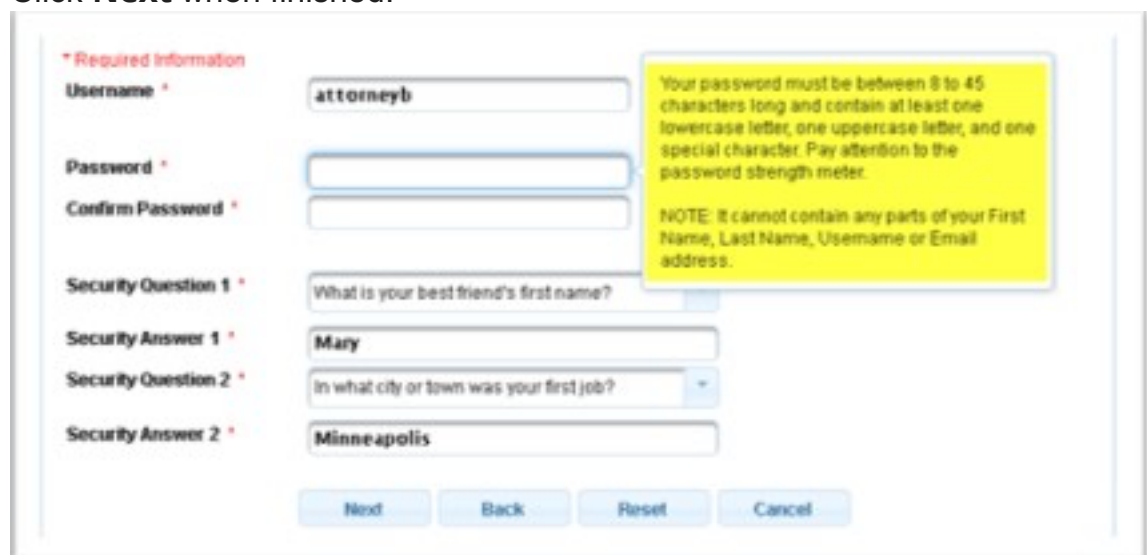
5. Complete the Account Information form. Under **User Type** at the bottom of the form, select **ATTORNEY**.

**NOTE:** If you work for a government agency, make the appropriate selection from the Government Accounts category.



The screenshot shows the 'User Type' dropdown menu. The menu is open, displaying a search bar and a list of options. A red arrow points to the 'ATTORNEY' option at the bottom of the list. The options visible are: FEDERAL JUDICIARY, STATE OR LOCAL GOVERNMENT, \*\*\*\*\* Individual Accounts \*\*\*\*\* (separated by a horizontal line), INDIVIDUAL, STUDENT, PLAINTIFF, DEFENDANT, OR DEBTOR IN A CASE, and ATTORNEY. The 'ATTORNEY' option is highlighted with a grey background.

6. Complete **User Verification**.
7. Click **Next**.
8. Create a **Username** and **Password**; and select **Security Questions**. Click **Next** when finished.



The screenshot shows the 'User Verification' form. It includes fields for Username, Password, Confirm Password, Security Question 1, Security Answer 1, Security Question 2, and Security Answer 2. The Username field contains 'attorneyb'. The Password field is empty. The Confirm Password field is empty. Security Question 1 is 'What is your best friend's first name?' and Security Answer 1 is 'Mary'. Security Question 2 is 'In what city or town was your first job?' and Security Answer 2 is 'Minneapolis'. A yellow callout box on the right side of the form provides password requirements: 'Your password must be between 8 to 45 characters long and contain at least one lowercase letter, one uppercase letter, and one special character. Pay attention to the password strength meter.' Below the callout box, it states: 'NOTE: It cannot contain any parts of your First Name, Last Name, Username or Email address.' At the bottom of the form, there are four buttons: Next, Back, Reset, and Cancel.

9. Enter the **payment** information to be saved. This screen is optional.

**NOTE:** Providing a credit card is optional. If you would like to register without providing a credit card, click **Next** without entering any information on this screen. For instant access to PACER, the credit card information will be validated. There is no registration charge; however, the credit card will be charged quarterly for any fees incurred. If you submit your registration request without providing credit card information, you will receive an activation code by U.S. mail in 7-10 business days.

10. Check the box if you authorize the PACER Service Center to charge the above credit card once a quarter for any PACER fees due.
11. Click **Next**.
12. Read the policies and procedures and **acknowledge** by checking the box.
13. Click **Submit**.
14. The last screen will thank you for registering with the PACER service center. If you already have a CM/ECF account with our court, please follow the instructions for linking your new PACER login with your CM/ECF credentials.

For questions, **please contact PACER at 800-676-6856.**